



## **Professional Engineering Services (PES)**

Federal Supply Group 871, Class R425

Contract Number: GS-10F-0469X

Contract Period: September 13, 2011 - September 12, 2016

**Business Size: Large** 

SIN 871-1 – Strategic Planning for Technology Programs/Activities

SIN 871-2 - Concept Development and Requirements Analysis

SIN 871-3 – System Design, Engineering, and Integration

SIN 871-4 - Test and Evaluation

SIN 871-5 – Integrated Logistics Support

SIN 871-6 – Acquisition and Life Cycle Management

### For more information, please contact:

Ordering Information: Tom McCarthy

Tom.McCarthy@mdaus.com

Tel: (626) 296-1373, ext 184; Fax: (626) 296-0048

Contract Administration: Janice Vass, janice.vass@mdainformationsystems.com

#### Address:

MDA Information Systems, Inc. – Space Division-Space Operations 1300 Hercules Dr., Suite 210 Houston, TX 77058

#### www.mdainformationsystems.com

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!®, a menu-driven database system. The INTERNET address for GSA Advantage!® is: <a href="http://www.gsaadvantage.gov">http://www.gsaadvantage.gov</a>.

For more information on order from Federal Supply Schedules, click on the FSS Schedule link at: <a href="http://www.fss.gsa.gov">http://www.fss.gsa.gov</a>

<sup>\*</sup>Professional Engineering Disciplines Applicable: Mechanical & Electrical Engineering

## **Table of Contents**

SECTION	PAGE
Customer Information	3
Government Awarded Prices Off-Site (Government Facility) On-Site (MDA Facility)	6
Labor Category Descriptions	8
About MDA Information Systems, Inc.	14

## **Customer Information**

## Ia. Awarded Special Item Numbers:

SIN 871-1 (EE, ME), 871-RC: Strategic Planning for Technology Programs/Activities SIN 871-2 (EE, ME), 871-2RC: Concept Development and Requirements Analysis SIN 871-3 (EE, ME), 871-3RC: System Design, Engineering and Integration

SIN 871-4 (EE, ME), 871-4RC: Test and Evaluation

SIN 871-5 (EE, ME), 871-5RC: Integrated Logistics Support

SIN 871-6 (EE, ME), 871-6RC: Acquisition and Life Cycle Management

- **Ib. Identification of Prices:** Please see labor rates.
- Ic. Labor Category Descriptions: Please see Labor Category Descriptions.
- 2. Maximum Order Threshold: \$1,000,000.
- 3. Minimum Order: \$100.
- 4. Geographic Coverage (Delivery Area): Domestic.
- **5. Point of Production:** Same as company address
- **6. Discount from List Prices:** All prices listed are net prices (discounts already deducted).
- 7. Quantity Discounts: No quantity discounts
- 8. Prompt Payment Terms: No special discount is offered for prompt payment. Payment terms are net 30 days.
- 9a. Acceptance of Government Credit Cards at or below the micro-purchase threshold: Government credit cards will be accepted for orders at or below the micropurchase threshold.
- 9b. Acceptance of Government Credit Cards above the micro-purchase threshold: Government credit cards will not be accepted for orders at or below the micro-purchase threshold.
- 10. Foreign Items: None.
- I Ia. Time of Delivery: Specified in each task order.
- I Ib. Expedited Delivery: Contract contractor.
- IIc. Overnight and 2-Day Delivery: Contact contractor.

## IId. Urgent Requirements: Contact contractor.

**12. F.O.B. Points(s):** Destination.

## 13a. Ordering Address:

MDA Information Systems, Inc. Attention: Tom McCarthy 1250 Lincoln Ave., Suite 100 Pasadena, CA 91103 626-296-1373, ext 184 (phone) 626-296-0048 (fax) tom.mccarthy@mdaus.com

**13b. Ordering Procedures:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3. The ordering procedures for supplies and services, information on BPA's, and a sample BPA can be found at the GSA/FSS Schedule homepage at (http://fss.gsa.gov/schedules).

## 14. Payment Address:

Payment via wire transfer is preferred. For wiring information – contact:

MDA Information Systems, Inc. Attn: Accounts Receivable 4398 Corporate Center Drive Los Alamitos, CA 90720

Phone: 626-296-1373

- **15. Warranty Provision:** Not applicable.
- **16. Export Packing Charges:** Not applicable.
- **17. Terms and Conditions of Government Purchase Card Acceptance:** Contact Contractor.
- 18. Terms and Conditions of Rental, Maintenance, and Repair: Not applicable.
- 19. Terms and Conditions of Installation: Not applicable.
- 20. Terms and Conditions of Repair Parts Indicating Date of Parts Price List and Any Discounts from List Prices: Not applicable.
- 20a. Terms and Conditions for Any Other Services: Not applicable.
- 21. List of Service and Distribution Points: Not applicable.
- **22. List of Participating Dealers:** Not applicable.

- 23. Preventive Maintenance: Not applicable.
- **24a. Special Attributes:** Not applicable.
- **24b. Section 508:** If applicable, Section 508 compliance information on Electronic and Information Technology (EIT) supplies and services will be addressed on a task order basis. The EIT standards can be found at <a href="https://www.Section508.gov">www.Section508.gov</a>.
- 25. Data Universal Numbering System (DUNS) Number: 96-212-3910
- **26. Central Contractor Registration (CCR) Database:** MDA Information Systems, Inc. is registered in the Central Contractor Registration (CCR) Database.

## Government Awarded Prices (Net Prices) - will accept LH and FFP

SIN 871-1 (EE, ME), 871-RC: Strategic Planning for Technology Programs/Activities

SIN 871-2 (EE, ME), 871-2RC: Concept Development and Requirements Analysis

SIN 871-3 (EE, ME), 871-3RC: System Design, Engineering and Integration

SIN 871-4 (EE, ME), 871-4RC: Test and Evaluation

SIN 871-5 (EE, ME), 871-5RC: Integrated Logistics Support

SIN 871-6 (EE, ME), 871-6RC: Acquisition and Life Cycle Management

## **OFF-SITE (GOVERNMENT FACILITY) RATES**

	August 29, 2011- August 28, 2012	August 29, 2012- August 28, 2013	August 29, 2013- August 28, 2014	August 29, 2014- August 28, 2015	August 29, 2015- August 28, 2016
Program Manager	\$169.55	\$173.96	\$178.48	\$183.12	\$187.88
Project Manager	\$116.61	\$119.64	\$122.75	\$125.94	\$129.22
Executive Subject Matter Expert	\$194.84	\$199.91	\$205.10	\$210.44	\$215.91
Engineer II	\$58.93	\$60.46	\$62.03	\$63.65	\$65.30
Engineer III	\$66.50	\$68.23	\$70.00	\$71.82	\$73.69
Engineer IV	\$75.65	\$77.62	\$79.63	\$81.71	\$83.83
Engineer V	\$84.79	\$86.99	\$89.26	\$91.58	\$93.96
Senior Engineer I	\$73.37	\$75.28	\$77.23	\$79.24	\$81.30
Senior Engineer II	\$84.50	\$86.70	\$88.95	\$91.26	\$93.64
Senior Engineer III	\$87.93	\$90.22	\$92.56	\$94.97	\$97.44
Senior Engineer IV	\$92.49	\$94.89	\$97.36	\$99.89	\$102.49
Senior Engineer V	\$103.60	\$106.29	\$109.06	\$111.89	\$114.80
Senior Computer Scientist	\$87.49	\$89.76	\$92.10	\$94.49	\$96.95
Senior Network Specialist	\$82.14	\$84.28	\$86.47	\$88.71	\$91.02
Senior Configuration Management Specialist	\$76.57	\$78.56	\$80.60	\$82.70	\$84.85
Graphics Designer	\$56.33	\$57.79	\$59.30	\$60.84	\$62.42
Administrative Assistant	\$35.42	\$36.34	\$37.29	\$38.26	\$39.25

## **ON-SITE (MDA FACILITY) RATES**

	August 29, 2011- August 28, 2012	August 29, 2012- August 28, 2013	August 29, 2013- August 28, 2014	August 29, 2014- August 28, 2015	August 29, 2015- August 28, 2016
Program Manager	\$196.47	\$201.58	\$206.82	\$212.20	\$217.71
Project Manager	\$135.12	\$138.63	\$142.24	\$145.94	\$149.73
Executive Subject Matter Expert	\$225.78	\$231.65	\$237.67	\$243.85	\$250.19
Engineer II	\$68.28	\$70.06	\$71.88	\$73.75	\$75.66
Engineer III	\$77.06	\$79.06	\$81.12	\$83.23	\$85.39
Engineer IV	\$87.66	\$89.94	\$92.28	\$94.68	\$97.14
Engineer V	\$98.25	\$100.80	\$103.43	\$106.11	\$108.87
Senior Engineer I	\$85.02	\$87.23	\$89.50	\$91.83	\$94.21
Senior Engineer II	\$97.91	\$100.46	\$103.07	\$105.75	\$108.50
Senior Engineer III	\$101.90	\$104.55	\$107.27	\$110.06	\$112.92
Senior Engineer IV	\$107.17	\$109.96	\$112.82	\$115.75	\$118.76
Senior Engineer V	\$120.06	\$123.18	\$126.38	\$129.67	\$133.04
Senior Computer Scientist	\$101.39	\$104.03	\$106.73	\$109.51	\$112.35
Senior Network Specialist	\$95.20	\$97.68	\$100.21	\$102.82	\$105.49
Senior Configuration Management Specialist	\$88.71	\$91.02	\$93.38	\$95.81	\$98.30
Graphics Designer	\$65.27	\$66.97	\$68.71	\$70.49	\$72.33
Administrative Assistant	\$41.05	\$42.12	\$43.21	\$44.34	\$45.49

## **PES Labor Category Descriptions**

Presented below are the functional responsibilities and minimum education and experience requirements for each labor category. These requirements are a guide to the types of experience and educational background of personnel in each labor category for MDA Information Systems, Inc.

## **EQUIVALENCY REQUIREMENTS**

Education and experience may be substituted for each other as indicated by the following equivalency requirements:

General educational development credential or vocational degree ~ high school diploma

A.S./A.A. degree = two years general experience

B.S./B.A. = six years general experience

M.S./M.A. = B.S./B.A. plus four years of general experience

Ph.D. = M.S./M.A. plus three years of general experience

\* Successful completion of higher education which has not yet resulted in a degree may be counted as I year of experience for each year of college completed.

#### I. PROGRAM MANAGER

**Description:** Day to day management of personnel and implementation of corporate policies and procedures. Ensure contract compliance on a daily basis, review and development of budgets for implementation of the contract, development of new job descriptions for work on the contract. Review and approve time charges for supervisors and/or personnel. Contractors' primary contract manager. Authorized interface with the contracting officer, the contracting officers technical representative, salary planning and performance reviews. Approval of expense reports and travel and other company related activities. Ensure that MDA Federal Management is aware of progress on contract work. Review and maintain customer contacts to ensure customer goals are met with our support tasks. Review and recommend personnel for hire on contract to support customer needs. Interface with General Manager/Human Resources/Finance/New Business and Headquarters as required to support program.

**Experience & Education:** 15 years experience with B.S., in Engineering or equivalent training or experience.

## 2. PROJECT MANAGER

**Description:** Responsible for an engineering administrative function, directing several professional and other groups engaged in inter-related engineering responsibilities; or as an engineering consultant, achieving recognition as an authority in an engineering field of major importance to the organization. Independently conceives programs and problems to be investigated. Participates in discussions, determining basic operating policies, devising ways

of reaching program objectives in the most economical manner and of meeting any unusual conditions affecting work progress.

**Experience & Education:** 12 years experience with B.S., in Engineering or equivalent training or experience.

## 3. EXECUTIVE SUBJECT MATTER EXPERT

**Description:** Provides technical, managerial, and administrative direction for problem definition, analysis, requirements development, and implementation for complex to extremely complex systems in the subject matter area. Applies knowledge of client's mission area to develop and refine concepts of operations and operational plans that make optimum use of existing and planned systems to meet mission needs. As required, participates in the development of system concepts, system requirements, concepts of operations, and training requirements in every phase of the system development process.

**Experience & Education:** 20+ years experience. BS Degree or equivalent in Engineering/Scientific Degrees or other related field. May require specialized experience or demonstrated proficiency in one or more advanced simulation software development or systems engineering disciplines.

#### 4. ENGINEER II

**Description:** Receives assignments of limited scope and complexity, usually minor phases of broader assignments. Uses a variety of standard engineering methods and techniques in solving problems. Assists more senior engineers in carrying out technical tasks requiring accuracy in calculations, completeness of data and adherence to prescribed testing, analysis, design or computation methods.

**Experience & Education:** 3 years of experience with B.S., in Engineering or equivalent.

#### 5. ENGINEER III

**Description:** Fully qualified professional engineering level. Carries out responsible and varied engineering assignments requiring general familiarity with a broad field of engineering and knowledge of reciprocal effects of the work upon other fields. Problems usually solved by use of combination of standard procedures, modification of standard procedures, or method developed in previous assignments. Participates in planning to achieve prescribed objectives.

**Experience & Education:** 6 years experience with B.S., in Engineering or equivalent.

#### 6. ENGINEER IV

**Description:** Direct and sustained supervision of other professional engineers or the first level of full specialization. Requires application of mature engineering knowledge in planning and conducting projects having scope for independent accomplishment and coordination of the

difficult and responsible assignments. Assigned problems make it necessary to modify established guides, devise new approaches, apply existing criteria in new manners, and draw conclusions from comparative situations. Group of highly qualified professional personnel engaged in complex technical applications.

**Experience & Education:** 8 years experience. MS Degree in Engineering or Science or advanced degree in related areas or equivalent with training or experience in performing professional work in simulation software development or systems engineering disciplines.

#### 7. ENGINEER V

**Description:** Knowledge of more than one field of engineering or performance by an engineering specialist in a particular field of engineering. Participates in short and long range planning; makes independent decisions on work methods and procedures within an overall program. Originality and ingenuity are required for devising practical and economical solutions to problems. May supervise large groups containing both professional and non-professional staff; or may exercise authority over a small group of highly qualified professional personnel engaged in complex technical applications.

**Experience & Education:** 10 years experience. MS Degree in Engineering or Science or advanced degree in related areas or equivalent with training or experience in performing professional work in simulation software development or systems engineering disciplines.

#### 8. SENIOR ENGINEER I

**Description:** Receives training in the various phases of office, plant, field or laboratory engineering work as classroom instruction or on-the-job assignments. Tasks assigned include: preparation of simple plans, designs, calculations, costs and bills of material in accordance with established codes, standards, drawings or other specifications. May carry out routine technical surveys or inspections and prepare reports.

**Experience & Education:** If years experience. BS Degree or equivalent in Engineering/Scientific Degrees or other related field.

#### 9. SENIOR ENGINEER II

**Description:** Continuing portion of an engineer's training and development. Receives assignments of limited scope and complexity, usually minor phases of broader assignments. Uses a variety of standard engineering methods and techniques in solving problems. Assists more senior engineers in carrying out technical tasks requiring accuracy in calculations, completeness of data and adherence to prescribed testing, analysis, design or computation methods.

**Experience & Education:** 13 years experience. BS Degree or equivalent in Engineering/Scientific Degrees or other related field.

#### **10. SENIOR ENGINEER III**

**Description:** Fully qualified professional engineering level. Carries out responsible and varied engineering assignments requiring general familiarity with a broad field of engineering and knowledge of reciprocal effects of the work upon other fields. Problems usually solved by use of combination of standard procedures, modification of standard procedures, or method developed in previous assignments. Participates in planning to achieve prescribed objectives.

**Experience & Education:** 16 years experience. BS Degree or equivalent in Engineering/Scientific Degrees or other related field.

#### II. SENIOR ENGINEER IV

**Description:** Direct and sustained supervision of other professional engineers or the first level of full specialization. Requires application of mature engineering knowledge in planning and conducting projects having scope for independent accomplishment and coordination of the difficult and responsible assignments. Assigned problems make it necessary to modify established guides, devise new approaches, apply existing criteria in new manners, and draw conclusions from comparative situations.

**Experience & Education:** 18 years experience. BS Degree or equivalent in Engineering/Scientific Degrees or other related field. Professional experience performing work in simulation software development. May require specialized experience or demonstrated proficiency in one or more advanced simulation software development or systems engineering disciplines.

#### 12. SENIOR ENGINEER V

**Description:** Knowledge of more than one field of engineering or performance by an engineering specialist in a particular field of engineering. Participates in short and long range planning; makes independent decisions on work methods and procedures within an overall program. Originality and ingenuity are required for devising practical and economical solutions to problems. May supervise large groups containing both professional and non-professional staff; or may exercise authority over a small group of highly qualified professional personnel engaged in complex technical applications.

**Experience & Education:** 20 years experience. BS Degree or equivalent in Engineering/Scientific Degrees or other related field. Professional experience performing work in simulation software development. May require specialized experience or demonstrated proficiency in one or more advanced simulation software development or systems engineering disciplines.

## 13. SENIOR COMPUTER SCIENTIST

**Description:** Provides PC Hardware, software, and network, support and, training. Provides support on Microsoft server and desktop operating systems, applications, and a wide range of scientific and CAD applications.

**Experience & Education:** 10 years experience. BS Degree or equivalent in in Computer Science, Information Systems Engineering, or other related field or other related field.

#### 14. SENIOR NETWORK SPECIALIST

**Description:** Supervises the design, installation, and maintenance of system software. Reviews and analyzes software and hardware needs, recommending changes and upgrades to provide efficient, effective, and timely service to users in the division and corporation. Supervises the data base administration function for MIS. Responsible for the technical support of computers. Reports to the manager of data processing, as do the day operations supervisor, the night operations supervisor, and the help desk administrator. Has direct reports—the database administrator who is responsible for maintaining databases and implementing design and supporting database administration, and system programmers, who install and maintain systems software. Analyzes changes in software and hardware issued by manufacturer or vendor and determines impact on existing production systems, systems design, programming standards, and operating procedures. Guides systems designers and programmers in the use of systems software and linkage to application software. Participates in planning data transmission networks in support of data processing systems. Establishes and administers a program of monitoring, measuring, and evaluating hardware and software performance. Supervises the design and implementation of data bases and serves the data base administration function, such as disaster recovery procedures and contingency planning. Follows corporate and divisional policies and procedures. Decides when and how software and hardware will be installed. Refers decisions on major direction and financial matters to the Manager of Data Processing.

**Experience & Education:** 6 years experience. BS Degree or equivalent in in Computer Science, Information Systems Engineering, or other related field or other related field.

## 15. SENIOR CONFIGURATION MANAGEMENT SPECIALIST

**Description:** CM representative overseeing, directing, and guiding disciplined support. Responsibilities include, but are not limited to, developing disciplined processes for identifying, tracking, resolving, reporting, and statusing on configuration issues and discrepancies. Directly involved with supporting reviews and reconciliation activities. Trained and certified to man the console in the Mission Evaluation Room. Mission Evaluation Room support activities include monitoring configuration activities and documenting hardware discrepancies/non-conformances.

**Experience & Education:** 6 years experience. BS Degree or equivalent in Business Administration or other related fields or equivalent training or experience with specialized professional experience.

#### **16. GRAPHIC DESIGNER**

**Description:** Create designs, concepts, and sample layouts based on knowledge of layout principles and esthetic design concepts. Determine size and arrangement of illustrative material and copy, and select style and size of type. Use computer software to generate new images. Mark up, paste, and assemble final layouts to prepare layouts for printer. Draw and print charts, graphs, illustrations, and other artwork. Review final layouts and suggest improvements as needed. Confer with clients to discuss and determine layout design. Develop graphics and layouts for product illustrations, company logos, and Internet websites Prepare notes and instructions for workers who assemble and prepare final layouts for printing.

**Experience & Education:** 3 years experience. BS Degree or equivalent in Computer Science or professional experience, with professional experience performing professional work in systems administration and computer network configuration.

### 17. ADMINISTRATIVE ASSISTANT

**Description:** Determines document/data management requirements for project. Prepares internal document lists and planning schedules, tracks and reports status of document deliverables, Creates and/or assembles document templates for project team members, prepares documents for word processing and performs word processing tasks, provides input to authors (such as current references for Document Reference Section). Coordinates documentation reviews and obtains required signatures, coordinates document printing and checks final print quality. Ships printed and soft copies of documents to customers, distributes printed documents to team members. Controls soft-copy document masters using on-line tools. Places soft copies on-line for the convenience of team members, catalogues and controls project drawings.

**Experience & Education:** Entry level position. AS Degree or equivalent in Business Administration or other related fields or equivalent training or experience with specialized professional experience.

The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor categories. The prices for the cited SCA labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCA matrix below. The prices offered are based on the preponderance of where work is performed and should the contractor perform in an area with lower SCA rates, resulting in lower wages being paid, the task order prices will be discounted accordingly.

SCA Matrix - MDA Information Systems, Inc.			
SCA Eligible Labor	SCA Equivalent Code	WD Number	
Contract Category	Title		
Administrative Assistant	Secretary III	052515	

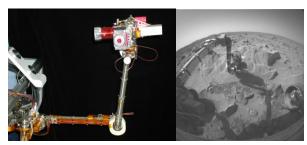
## **About MDA Information Systems, Inc.**

MDA Information Systems, Inc. (MDA-US) is a wholly owned U.S. subsidiary of its Canadian parent, MDA Corporation. MDA Information Systems provides customers with world-class aerospace engineering expertise in a small customer-focused business environment.



MDA Information Systems Inc. formed July 1, 2006 through the merger of Alliance Spacesystems, Inc. (ASI) and Vision Composites with offices in Pasadena, CA; Los Alamitos, CA; Houston, TX; and Boulder, CO. MDA-US is a leading provider of mechanical and electrical systems engineering, custom design and fabrication of composites structures, robotics, mechanisms, and mechanical analyses for systems operating in extreme environments.

Since 1997, MDA Information Systems innovative products have been developed for interplanetary spacecraft, science instruments, telecommunications and scientific satellites, and many challenging terrestrial applications. In recognition of high quality and excellence, NASA conferred the George M. Low award upon MDA-US in 2004.



Mars Exploration Rovers – Instrument Deployment Devices



Mars Phoenix Lander - Robotic Arm



SUMO/FREND - Orbital Robotics



Mars Science Laboratory - Robotic Arm



**International Space Station Robotics Engineering Support** 

MDA Information Systems experience also extends to engineering services, mission support, anomaly resolution, software development and software integration with particular expertise in space robotics. In recognition of the high quality of International Space Station robotics engineering support, NASA astronauts awarded MDA the coveted Silver Snoopy Award in 2007 and the Canadian Space Agency bestowed their highest honor, the Contractor Award of Merit in 2008.

Staff: The 125-member technical staff has a broad range of experience on more than 100 space programs and projects, from Mars and other deep space missions to low-cost small satellites. Our employees have an average of over 15-years experience as civil and commercial space professionals.

Over 90% of our employees are degreed with approximately 35% holding at least one advanced degree.



#### **Office Locations:**

Pasadena, CA Office - 1250 Lincoln Avenue, Suite 100, Pasadena, CA 91103 Los Alamitos, CA Office - 4398 Corporate Center Dr., Los Alamitos, CA 90720 Houston, TX Office - 1300 Hercules Drive, Suite 210, Houston, TX 77058 Boulder, CO Office - 5775 Flatiron Parkway, Suite 200, Boulder, CO 80301

# Hardware Production Facilities: Pasadena:

14,000 square-foot engineering design facilities includes precision CNC machine shop, flight hardware assembly rooms, inspection and test labs and a Class-10,000 clean room to meet the rigid cleanliness requirements for spacecraft hardware.



#### Los Alamitos:

A 100,000 square-foot facility located dedicated to the manufacture and fabrication of composite spacecraft structures. Infrastructure improvements include environmentally controlled lay-up room, high bay for lay-up and assembly, machine shop, multiple large autoclaves and ovens for large production capacity needs.



<u>Professional Engineering Services:</u> MDA Information Systems believes first and foremost in strong systems engineering and the understanding of end-to-end processes from customer requirements generation to final delivery. The company has implemented this approach by maintaining an atmosphere of close communication throughout the engineering disciplines.